

Memo

To: Chevy Chase Village Board of Managers
From: Melissa Wiak, Community Liaison/Administrative Assistant
CC: Shana R. Davis-Cook, Village Manager
Date: November 2, 2015
Re: Village Hall Use for October 2015

Below is a chart that reflects the type and frequency of events held in the Village Hall during the month of October 2015:

Type of Event	Number of Uses	Total Net Revenue
Rentals (Private Events) —Many Hands, Inc. (non-profit rental; only \$75 cleaning fee assessed); Children's Halloween Party	2	\$500
Community Use —Board of Managers' Monthly Meeting; Flu/Pneumonia Clinic; Financial Review Committee; Fall Social; Annual Halloween Party	5	\$0.00
Fee Waiver Use/Public Use —Chevy Chase @ Home Events (5); Section 5 Monthly Meeting; Chevy Chase Garden Club Monthly Meeting; Chevy Chase Elementary School Turf Field Replacement Fundraising Event	8	\$0.00